



AGENDA

1515 Soscol Ferry Road, Napa, CA 94558
(707) 258-6000

<u>Chair</u> Jill Techel Mayor City of Napa	<u>Vice-Chair</u> Ryan Gregory Supervisor County of Napa	<u>Director</u> Mary Luros Councilmember City of Napa	<u>Director</u> Pete Mott Public Appointee City of Napa	<u>Director</u> David Graves Public Appointee County of Napa
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Tim Healy
General Manager

Cheryl Schuh
Board Secretary

John Bakker
Legal Counsel

REGULAR MEETING
Wednesday, July 15, 2020
1515 SOSCOL FERRY ROAD

GENERAL INFORMATION

The Board of Directors meets the first and third Wednesdays of the month at 4:00 P.M. at 1515 Soscol Ferry Road, Napa, California. Napa Sanitation District encourages and appreciates interest in their meetings.

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available from the Secretary of the Board. Requests for disability-related modifications or accommodations, aids or other special arrangements or services may be made by contacting the Board Secretary's office no less than 72 hours prior to the meeting date by calling (707) 258-6000 (253-6088TDD), by writing to Cheryl Schuh at 1515 Soscol Ferry Road, Napa, CA 94558, or by email to *cschuh* at *napasan.com*.

Any writing that is a public record relating to a Board open session agenda item which is distributed less than 72 hours prior to the meeting shall be available for public inspection at the District Offices at 1515 Soscol Ferry Road, Napa, CA.

If a citizen wishes to challenge the nature of actions taken by the Board of Directors in court, they may be limited to raising only those issues they or someone else raised at the public discussion of the item, or in written correspondence delivered to the Napa Sanitation District during or prior to the action being taken by the Board.

In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

ANNOUNCEMENT:

IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, STATE AND CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC), THIS MEETING CAN BE VIEWED LIVE VIA ZOOM. THERE WILL BE LESS THAN FIVE (5) SEATS IN THE MEETING ROOM AT NAPA SANITATION DISTRICT. THE MEETING CAN BE VIEWED VIA ZOOM AT THE FOLLOWING LINK:

Join Zoom Meeting:

<https://us02web.zoom.us/j/85936150362>
Meeting ID: 859 3615 0362

Dial by your location
+1 669 900 6833 US (San Jose)
Meeting ID: 859 3615 0362

Members of the public are encouraged to participate in the meeting by submitting written comments electronically. Any member of the public may submit a written comment to the Board Clerk before or during the meeting by sending it to the Board Clerk via email. Comments submitted in-person will be delivered to the Board of Directors by staff. Public comments will be accepted until the Chair closes public comment for each item during the meeting, distributed to the Board of Directors, and included in the record.

Submit Public Comments Via Email Board Clerk at:

cschuh@napasan.com

- 1. OPEN SESSION - 4:00 PM**
- 2. ROLL CALL**
- 3. REVIEW OF AGENDA**
- 4. SAFETY MOMENT - UV Safety Month**

July is the American Academy of Ophthalmology's UV Safety Month. Ultraviolet (UV) radiation is the main cause of skin cancer. Additionally, overexposure to UV rays can damage our eyes. Everyone is susceptible to getting skin cancer, but the risk is greatest for people with white or light-colored skin with freckles, blond or red hair, and blue or green eyes. You can help prevent the risk of getting skin cancer and damage to your eyes by staying out of the sun between 10 a.m. and 4 p.m., use sunscreen with SPF 15 or higher, cover up with long sleeves and wear a hat, utilize UV protective sunglasses and check your skin regularly for any changes (i.e. irregularly shaped moles). Summer is a great time to enjoy the sun, but please do it responsibly.

District is Lost-Time Accident Free Since April 15, 2015.

- 5. PUBLIC COMMENT PERIOD (three minute per person limitation)**

Pursuant to Section 54954.3 of the Brown Act, this is the time allotted for the public to address the Board on any subject relevant to the District that is not on the agenda. The Board can take no action on your subject, but Boardmembers may briefly respond to statements made or questions posed by the public, ask for clarification from staff, refer the matter to staff, or request staff to report back on the matter.

6. SPECIAL PRESENTATIONS**7. CONSENT CALENDAR**

- A. Approval/Correction of Minutes from the Regular Meeting on June 17, 2020 and the Special Meeting on June 25, 2020.
- B. Receive County of Napa Voucher Register Dated 6/02/20 through 6/29/20.
- C. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - APNs 007-231-002 (3660 Linda Vista Avenue), 007-152-030 (4009 Linda Vista Avenue), 007-103-004 (4213 Linda Vista Avenue), and 007-172-023 (2415 Trower Avenue) - Linda Vista No. 21 - NapaSan Annexation 000034.
- D. Adopt Resolution establishing Terms and Conditions and ordering annexation of territory - APNs 046-180-017 (21 Los Robles Drive), 046-180-008 (33 Los Robles Drive), 046-180-009 (45 Los Robles Drive) and 046-180-016 (no situs address) - Los Robles Drive No. 2 - NapaSan Annexation 000035.
- E. Authorize an increase of change order signing authority for the General Manager from \$96,880.00 (10% of original contract) to a maximum of \$296,480 (31% of original contract) for the Primary Clarifier and DAF Clarifier Rehabilitation Project (CIP 16712) for a potential total approved contract amount of \$1,265,280.
- F. Adopt a resolution authorizing execution of quitclaim deed for a portion of land identified in the Final Map of Pear Tree Lane Townhomes, a resolution granting said interest in and over said real property to Taylor Morrison of California, LLC.
- G. Receive General Manager's Report for May, 2020.

8. REGULAR CALENDAR

- A.
 - 1) Conduct the Public Hearing on the Written Report Containing a Description of Each Parcel of Real Property within the District Receiving Sewer Services and the Amount of the Charge for Each Parcel for FY 2020/2021;
 - 2) Hear and Consider any Protests;
 - 3) Determine Whether There is a Majority Protest; and,
 - 4) If There is no Majority Protest, Adopt the Attached Resolution.
- B. Authorize the Purchasing Agent to execute Task Order 9 with Hazen and Sawyer to prepare a

Wastewater Treatment Plant Master Plan (CIP 20706) in the amount of \$1,513,605.

- C. Receive status report on the Browns Valley Trunk (CIP 14703) and the West Napa Pump Station (17711) Projects for the month of June 2020.
- D. Elect Chair and Vice-Chair to the Board of Directors.
- E. Consider attendance for the annual CASA Conference, which will be virtual this year due to Covid-19, on August 12 and August 13, 2020. The preliminary program is attached for your reference.

9. GENERAL MANAGER REPORT

10. LEGAL COUNSEL REPORT

11. BOARD OF DIRECTORS REPORTS/GENERAL DISCUSSION

- A. Finance Committee meeting (6/26/2020)

12. UPCOMING MEETINGS

- | Regular Board meeting - August 5, 2020
- | Regular Board meeting - August 19, 2020 (may cancel)
- | Regular Board meeting - September 2, 2020
- | North Bay Watershed Association meeting - September 4, 2020

13. ADJOURN TO CLOSED SESSION (If necessary)

- A. CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Glenn Berkheimer and Tim Healy
Unrepresented employee: Director of Administrative Services/Chief Financial Officer
- B. CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: John Bakker
Unrepresented employee: General Manager
- C. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6
Agency Designated Representatives: Glenn Berkheimer
Employee Organizations: Teamsters Local 315 - Rank & File Unit

- D. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6
Agency Designated Representative: Glenn Berkheimer
Employee Organizations: Teamsters Local 315 Supervisors Unit

- E. CONFERENCE WITH LABOR NEGOTIATORS - Government Code Section 54957.6
Agency Designated Representative: Glenn Berkheimer
Employee Organizations: Association of Management Professionals of Napa Sanitation District Unit

- F. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One (1) case

14. RECONVENE TO OPEN SESSION

15. REPORT FROM LEGAL COUNSEL ON CLOSED SESSION

16. ADJOURNMENT

Adjourn to Napa Sanitation District Regular Meeting on Wednesday, August 5, 2020 at 4:00 P.M.